

GOVT. OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER, BARPETA

Address:

Ward No- 5, PO & PS- Barpeta

PIN- 781301

Contact Details:

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NOTICE INVITING TENDER

Sealed Quotation affixing non-refundable Court-Free Stamp of Rs. 825 (Rupees eight & twenty-five paisa) only are hereby invited for supply of following items in connection with smooth functioning of office works of T& D Branch from registered/reputed intending local firms/agency for procurement of IT Equipment.

The quotation will be received at the office of the District Commissioner, Barpeta up to 3:00 PM of 24/9/2026 and will be opened at **4:00 PM on the same day.**

Sl. No.	Item Description	Specification/ Configuration	Nos of item	Unit Price in INR
1	Desktop all in one with UPS	All-in-one, AMD Ryzen 5 7500U (16 GB LPDDR5, 512GB SSD), CPU Model- Ryzen 5 CPU Speed -4.3 GHz, 14 th Generation, 23.8 Inch Monitor. Operating system - Window 11 Home	8 (eight) Nos	
2	Laser Printer HP		8 (eight) Nos	

TERMS & CONDITIONS:-

1. The rate once approved will be valid up to 1 (one) year from the date of approval and will not change under any circumstances.
2. The rates quoted should be inclusive of all admissible taxes i.e. SGST, CGST, IT etc.
3. The quotation should invariably enclose copy of Firm/ Individual registration certificate, GST registration certificate, GST clearance certificate with up to date validity, copies of PAN Card, Income Tax return for last three years, Bank Account documents where Account numbers, IFSC, Bank details etc. are available with the quotation. Quotation without said documents will be rejected.
4. Quotationer should submit documents of experience for supply of similar items is preferable.
5. If any rate against any items quoted by quotationer is found to be below the normal market price, the undersigned also reserves the right to cancel his quoted rate against that item without any notice served upon him though his rate seems to be lowest.
6. The undersigned also reserved the right to cancel any rate quoted against any items if the rate quoted against that item is found to be in much higher side the normal available market rate.
7. The quotationer shall have to deposit security money of Rs. 20,000.00 (twenty thousand) or provide Bank Draft/ Call deposit in favour of the District Commissioner, Barpeta.
8. The Supply of materials will have to complete in such a manner and time as stipulated in the work order without fail. Under no circumstance, the extension of time for completion of supply work will be allowed.
9. The work order for supply of stationary materials will be placed as per requirement and payment will be made subject to availability of fund in the respect head of account after observing all necessary formalities there of no claim as regards to Payment, advance payment etc. will be entertained.
10. If any substandard quality of materials found in any lot, the entire supply will be returned, and work order will automatically stand cancelled.
11. Rates should be quoted both in digit and words by the quotationer.
12. If a party is not able to supply items at accept rate, the security money may be forfeited.
13. The undersigned reserves the right to accept or reject any or all quotation without assigning any reason thereof.
14. If the quotationer have quoted the lowest rate of materials and refuses to supply the items could be blacklisted for 5 years.

District Commissioner,
Barpeta

Date: 2 /9/2026

Memo No. BDD-43/2026/Contingency/77 A

Copy forwarded for wide publicity to:-

1. The Addl. Secretary to the Govt. of Assam Transformation & Development Department, Dispur, Guwahati - for favour of kind information and necessary action
- ✓ 2. The DIO, NIC, Barpeta for information and necessary action. *(for uploading)*
3. The DIPRO, Barpeta; He is requested to publish the Quotation in any one of the daily Assamese newspapers.
4. Notice Board of D.C's office, Barpeta.

District Commissioner,
Barpeta